

August 1, 2022

Monday

12:00 AM - 12:00 AM	(b) (6)
9:15 AM - 9:30 AM	Check In
9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara Kara Allen, Counsel Supervision Policy
10:00 AM - 10:25 AM	Stand-Up
10:30 AM - 10:40 AM	Daily Check-In
10:45 AM - 11:30 AM	Meeting
12:00 PM - 1:00 PM	Monthly Virtual Lunch w/ Appraisal Subcommittee Vice Chair
1:00 PM - 2:00 PM	Meeting on Budget
2:00 PM - 3:00 PM	Meeting with Senior Leaders
2:30 PM - 4:30 PM	(b) (6)

August 2, 2022

Tuesday

12:00 AM - 12:00 AM	(b) (6)	Please See Above
9:00 AM - 11:00 AM	(b) (6)	
9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara	
11:00 AM - 11:30 AM	Weekly Check-In	
11:30 AM - 12:00 PM	Meeting	
12:30 PM - 12:55 PM	Weekly Check-In	
1:00 PM - 1:25 PM	Meeting on Civil Penalty Fund	
3:00 PM - 3:30 PM	Check-In	
4:15 PM - 4:30 PM	Meeting with Advisors	

August 3, 2022

Wednesday

All Day	1700G
10:00 AM - 11:30 AM	Appraisal Subcommittee Monthly Briefing
11:30 AM - 11:45 AM	Weekly Check-In
11:45 AM - 12:00 PM	Brief Check-In
1:00 PM - 2:00 PM	Check-In
2:00 PM - 2:45 PM	People & Organizational Culture update meeting
3:00 PM - 4:00 PM	Bureau Manager Meeting
4:00 PM - 4:30 PM	Daily Check-In
4:30 PM - 4:55 PM	Check In

August 4, 2022

Thursday

All Day	(b) (6)
All Day	1700G
All Day	(b) (5), (b) (6)
9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara
10:00 AM - 10:30 AM	Weekly Check-In: Zixta LR
11:00 AM - 11:45 AM	Meeting
2:00 PM - 2:20 PM	Weekly Check-In w/ CEEA Leadership
2:30 PM - 3:00 PM	Private Appointment
3:45 PM - 4:10 PM	Weekly Check-In

August 5, 2022

Friday

All Day

(b) (6)

9:30 AM - 9:45 AM

Daily Check-In: Zixta | Kara

10:05 AM - 10:30 AM

Meeting with Advisors

August 8, 2022

Monday

All Day

(b) (6)

9:30 AM - 9:45 AM

Daily Check-In: Zixta | Kara

10:00 AM - 10:25 AM

Stand-Up

August 9, 2022

Tuesday

9:30 AM - 10:00 AM

Brief Check-In

9:30 AM - 9:45 AM

Daily Check-In: Zixta | Kara

10:00 AM - 12:00 PM

August Audit Committee Meeting

1:00 PM - 1:30 PM

Check-In

1:30 PM - 1:55 PM

Weekly Check-In with the Deputy Director

4:00 PM - 4:25 PM

Meeting with Advisors

4:30 PM - 5:00 PM

Meeting

5:00 PM - 5:30 PM

Meeting

5:30 PM - 5:45 PM

Brief Check-In

6:00 PM - 7:15 PM

Check-In

August 10, 2022

Wednesday

10:00 AM - 12:00 PM

(b) (6)

August 10, 2022 Continued

Wednesday

11:30 AM - 11:55 AM	Check-In: Zixta Emily (b) (5)
12:00 PM - 12:15 PM	Brief Check-In
12:30 PM - 12:45 PM	Brief Check-In
1:00 PM - 2:00 PM	Operations Leads Meeting
2:00 PM - 2:25 PM	Check-In
3:30 PM - 3:55 PM	Bi-Weekly Check-In
4:05 PM - 4:30 PM	Senior Staff
4:40 PM - 5:00 PM	Bi-Weekly Check-In
5:00 PM - 5:30 PM	Check-In
5:30 PM - 6:00 PM	Check-In

August 11, 2022

Thursday

All Day	Timecards are due!
9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara
10:00 AM - 10:30 AM	Weekly Check-In
10:30 AM - 11:00 AM	Calendar Review
11:00 AM - 11:30 AM	(b) (5)
11:30 AM - 11:55 AM	Weekly Check-In
1:30 PM - 1:55 PM	Meeting with Intern's & Director's Financial Analyst
2:30 PM - 3:00 PM	Weekly Check-In
3:30 PM - 4:00 PM	Check-In

August 11, 2022 Continued

Thursday

4:00 PM - 4:25 PM Meeting with Advisors

August 12, 2022

Friday

9:30 AM - 9:45 AM Daily Check-In: Zixta | Kara

10:00 AM - 10:30 AM Check-In

11:00 AM - 12:00 PM Private Appointment

1:00 PM - 1:20 PM (b) (5)

1:30 PM - 2:00 PM Meeting

2:00 PM - 2:20 PM Brief Check-In

3:00 PM - 3:10 PM Brief Check-In

3:30 PM - 4:00 PM Check-In

August 15, 2022

Monday

9:30 AM - 9:45 AM Daily Check-In: Zixta | Kara

10:00 AM - 10:25 AM Stand-Up

10:30 AM - 11:00 AM Private Appointment

11:00 AM - 11:25 AM Check-In

12:00 PM - 1:00 PM Monthly Virtual Lunch w/ Appraisal Subcommittee Vice Chair & The Appraisal Foundation's Chair

1:05 PM - 1:25 PM Listening Sessions Follow Up

1:30 PM - 2:00 PM Daily Check-In

2:30 PM - 3:00 PM Brief Check-In

3:00 PM - 3:30 PM Check-In

August 15, 2022 Continued

Monday

4:00 PM - 5:00 PM Meeting with OIG/CFPB

5:00 PM - 5:30 PM Check-In

August 16, 2022

Tuesday

All Day 1700G

9:00 AM - 9:30 AM Check-In

9:30 AM - 9:45 AM Daily Check-In: Zixta | Kara

11:00 AM - 11:30 AM Enterprise Risk Committee Meeting Prep

11:30 AM - 12:00 PM Bi-Weekly Check-In

1:30 PM - 1:55 PM Weekly Check-In with the Deputy Director

2:00 PM - 2:30 PM Check-In

3:00 PM - 3:30 PM (b) (5) Weekly Check-In

3:30 PM - 4:00 PM People & Organizational Culture update

4:00 PM - 4:25 PM Meeting with Advisors

4:30 PM - 4:50 PM Introductory Meeting w/ Board of Appraisal Subcommittee member

August 17, 2022

Wednesday

All Day 1700G

11:00 AM - 11:30 AM Daily Check-In

11:30 AM - 12:00 PM Check-In

2:00 PM - 2:30 PM All Staff Meeting

2:00 PM - 2:30 PM Senior Leadership HOLD: August All Staff Meeting

August 17, 2022 Continued

Wednesday

- 3:00 PM - 3:45 PM Weekly Check-In
- 3:45 PM - 4:00 PM Check-In
- 4:00 PM - 4:30 PM Meet & Greet

August 18, 2022

Thursday

- All Day (b) (6)
- 9:30 AM - 9:45 AM Daily Check-In: Zixta | Kara
- 9:35 AM - 9:55 AM Appraisal Subcommittee Check-in
- 10:00 AM - 10:30 AM Pre-Brief: August 1071 Operationalization Enterprise Steering Committee Meeting
- 11:00 AM - 11:30 AM Check-In
- 11:30 AM - 12:00 PM Check-In
- 1:00 PM - 3:00 PM Tutorial session on how to complete your ERSR form
Employer Shared Responsibility
- 1:00 PM - 1:30 PM Meeting
- 2:00 PM - 3:00 PM Compensation Reform Update
- 3:30 PM - 3:55 PM Check-In
- 4:00 PM - 4:25 PM Meeting with Advisors

August 19, 2022

Friday

- All Day (b) (6)
- 9:00 AM - 9:20 AM (b) (5) Meeting
- 9:30 AM - 9:45 AM Daily Check-In: Zixta | Kara

August 22, 2022

Monday

All Day	(b) (6)
9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara
10:00 AM - 10:25 AM	Stand-Up

August 23, 2022

Tuesday

All Day	1700G
9:15 AM - 10:00 AM	(b) (5)
9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara
10:00 AM - 10:45 AM	Weekly Check-In
11:00 AM - 12:00 PM	Operations Leads Meeting
1:00 PM - 1:30 PM	Check-In
2:00 PM - 3:00 PM	(b) (5)
3:00 PM - 3:30 PM	Check-In
3:30 PM - 3:55 PM	Check-In
4:00 PM - 4:25 PM	Bi-Weekly Check-In
4:30 PM - 4:55 PM	Bi-Weekly Check-In
5:00 PM - 5:30 PM	(b) (5)

August 24, 2022

Wednesday

9:00 AM - 9:30 AM	Check-In
10:00 AM - 12:00 PM	Personal
11:30 AM - 11:55 AM	Check-In

August 24, 2022 Continued

Wednesday

12:40 PM - 12:55 PM	Meeting
1:00 PM - 2:00 PM	(b) (5)
2:00 PM - 2:50 PM	(b) (5)
3:00 PM - 3:30 PM	Check-In
3:45 PM - 4:00 PM	Brief Check-In
4:00 PM - 4:25 PM	Senior Staff
4:30 PM - 5:00 PM	Private Appointment
4:30 PM - 4:55 PM	Deputies Update
5:15 PM - 5:30 PM	Brief Check-In

August 25, 2022

Thursday

12:00 AM - 12:00 AM	(b) (6)
All Day	1700G
All Day	Timecards are due!
9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara
10:00 AM - 10:30 AM	Bi-Weekly Check-In
11:00 AM - 11:25 AM	Bi-Weekly Check-In
11:30 AM - 11:55 AM	Weekly Check-In
1:00 PM - 1:30 PM	(b) (5) Weekly Check-In
1:30 PM - 2:00 PM	Weekly Check-In
2:00 PM - 2:15 PM	Brief Check-In

August 25, 2022 Continued

Thursday

3:00 PM - 3:30 PM

Check-In

August 26, 2022

Friday

All Day

(b) (6)

Please See Above

All Day

(b) (6)

9:00 AM - 9:30 AM

Follow-Up: Appraisal Subcommittee Briefings & Draft Letter Process

9:30 AM - 9:45 AM

Daily Check-In: Zixta | Kara

9:45 AM - 10:30 AM

Prep for Appraisal Subcommittee Budget Meeting

10:30 AM - 11:30 AM

Check-In

1:00 PM - 2:00 PM

Prep: Appraisal Subcommittee FY23 Proposed Budget

August 27, 2022

Saturday

All Day

(b) (6)

Please See Above

August 28, 2022

Sunday

All Day

(b) (6)

Please See Above

August 29, 2022

Monday

12:00 AM - 12:00 AM

(b) (6)

Please See Above

9:30 AM - 9:45 AM

Daily Check-In: Zixta | Kara

10:00 AM - 10:25 AM

Stand-Up

11:00 AM - 11:25 AM

Check-In

2:00 PM - 2:15 PM

Call

August 29, 2022 Continued

Monday

2:00 PM - 2:15 PM	Call
2:30 PM - 3:15 PM	Check-In
4:30 PM - 5:00 PM	Meeting

August 30, 2022

Tuesday

9:30 AM - 9:45 AM	Daily Check-In: Zixta Kara
10:00 AM - 10:30 AM	Check-In
2:00 PM - 2:45 PM	Bureau Manager Meeting
3:00 PM - 4:00 PM	Meeting on Compensation
4:00 PM - 4:30 PM	Meeting

August 31, 2022

Wednesday

7:00 AM - 7:30 AM	Furniture install in office @ 8am
10:00 AM - 10:30 AM	Weekly Check-In
10:30 AM - 10:55 AM	Check-In
11:00 AM - 11:30 AM	Service Design Team Briefing
11:30 AM - 12:30 PM	Check-In
1:00 PM - 1:15 PM	Meeting
1:15 PM - 2:00 PM	Weekly Check-In
2:00 PM - 2:45 PM	People & Organizational Culture update
3:00 PM - 3:45 PM	Private Appointment
4:45 PM - 5:00 PM	Brief Check-In